

**MATERIAL ORDERING AND REPORTING EXPEDITER (MORE)****ABSTRACT**

The Material Ordering and Reporting Expediter (MORE) provides a method and apparatus which partially automates and assists the various members of an order and approval chain in preparing various purchasing documents. A Requester initiates the process by entering a part number and completing a purchase document and forwards the purchase document to a Processor for acceptance or rejection. The Processor reviews the purchase document and accepts or rejects based upon the completeness and accuracy of the purchase document. If the purchase document is rejected, it is sent back to the Requestor for correction. If the purchase document is accepted, the Processor notifies the Requester and the purchase document is placed in the approval chain for consideration and response. Each member of the approval chain is called a Signatory. Each Signatory approves the purchase document by affixing an electronic signature and rejects the purchase document by clicking a "Reject" button, which initiates notification of rejection to the Processor and the Requester. As each Signatory approves the purchase document, the request is automatically sent to the next member in the approval chain. After the last Signatory approves the purchase order, the Processor receives notification of approval and fills the purchase order.